

## **4d. Strategic Policy & Direction Committee – Terms of Reference**

### **Purpose of Document**

This document sets out the structure and duties of the Strategic Policy & Direction Committee. The document describes the full purpose, function and remit of the committee, and should be used to ensure that the committee is effectively discharging all of its responsibilities.

### **Structure of Committee**

**Membership:** The Panel for the Committee shall consist of at least four Governors plus the Headteacher, however when meeting as a Hearing Body or Appeals Panel this will have only three Governors.

**Quorum:** The Quorum must be three governors (except if a Hearing body or Appeals Panel)

**Chair:** To be agreed by the committee.

**Clerk:** To be appointed by the committee.

**Frequency of meetings:** As required but no less than once each term.

### **Curriculum Duties**

- Review the Curriculum Policies for approval by the Governing Body.
- Make recommendations to the governing body on the arrangements for collective worship and the provision of religious education.
- Make recommendations to the governing body on the policy for the provision of sex education and the delivery of PSHE in school.
- Advise the Governing Body on arrangements required for pupils with special educational needs and disabilities.
- Consider complaints relating to the curriculum and to advise the Governing Body (Hearing Body)

## School Improvement Duties

- Annually review the School Development Plan and advise the Governing Body on priorities for the key areas.
- Analyse data relating to the school's performance and to agree targets for pupil achievement and report back to Full Governing Body.
- Monitor and evaluate pupil progress in all subjects and to regularly review subject policies and report back to Full Governing Body.
- Training & Succession Planning of the Governing Body.

## Policy Review Duties

- Undertake a cyclical review of all school policies; agreeing changes and making recommendations to the governing body in areas that are not delegated.
- Policies include, but are not restricted to:
  - Leave of Absence
  - Whole School Pay Policy
  - Child Protection
  - Anti-Bullying
  - Curriculum Policies

## Appeals

Hear appeals against a decision made by another committee of the Governing Body. This will include appeals over capability or disciplinary action, dismissal and pay (Appeals Panel) (excluding support staff grading issues).

## Document Control & Revision

Maintenance of this document is the responsibility of the Chair of the Strategic Policy & Direction Committee, and is largely derived from the detailed decisions made by the FGB in the Governing Body Delegation Planner (section 4a). It must be reviewed periodically and updated to reflect the agreed practice and remit of the committee. Any and all changes need to be reviewed and approved by the Full Governing Body.